



Boiling Springs Town Council
Meeting Agenda Packet
June 30, 2016



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017

Phone 704-434-2357 | Fax 704-434-2358

www.BoilingSpringsNC.net

TOWN COUNCIL MEETING AGENDA

June 30, 2016

ROUTINE BUSINESS

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2. Recognize Citizen's Present & Public Comment
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REGULAR BUSINESS

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CLOSED SESSION

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The Town Council desires all citizens have an opportunity to address the Council in an open and productive manner. Individuals not on the agenda but wishing to speak should register with the Clerk prior to the start of the meeting. During the Public Comment portion of the meeting speakers have three (3) minutes unless otherwise approved by the Council. Groups are urged to appoint a spokesperson. If you require additional time, we ask you be placed on the agenda for the next regularly scheduled meeting of the Council. This policy allows the Council members adequate time to familiarize themselves with an issue.

**Town of Boiling Springs
Town Council
Regular Meeting Minutes
June 7, 2016**

The Boiling Springs Town Council met June 7, 2016 at the Boiling Springs Town Hall. Present were: Mayor Max J. Hamrick; Councilmembers James Beason, Bill Ellis, Cliff Hamrick, Daniel Thomas, and Marty Thomas. Town Attorney John Schweppe, III was also present. Staff members present: Town Manager Tom Hart, Town Clerk Kimberly Greene, Public Works Director Mike Gibert, Finance Officer Rhonda Allen, and Police Chief Nathan Phillips.

Others Present: Jennifer Allen

AGENDA ITEM I

Call to Order – Max J. Hamrick, Mayor

AGENDA ITEM II

Recognition of Citizens Present & Public Comment

AGENDA ITEM III

Approval of Minutes

Councilmember Hamrick made the motion to approve the minutes of the May 3, 2016 regular meeting. Councilmember Marty Thomas seconded and the vote was unanimous.

AGENDA ITEM IV

Regular Business

Review FY 16/17 Recommended Budget

Mr. Hart presented the Fiscal Year 2016-2017 recommended budget in accordance with N.C.G.S. 159 and the Local Government Budget and Fiscal Control Act. The proposed budget is open for public inspection at the Town Hall during regular business hours and is available at www.boilingspringsnc.net.

Reschedule July 5 Council Meeting to June 30

Councilmember Marty Thomas made the motion to reschedule the July 5, 2016 regular meeting and hold a public hearing to consider the FY 2016-17 budget on June 30, 2016. Councilmember Ellis seconded and the vote was unanimous.

Declare Property Surplus

Mike Gibert requested approval to sale the following pumps with control panels that were at the Lyman Street Pump Station:

Fairbanks Morse Pump #1 Serial No. 44353

Fairbanks Morse Pump #2 Serial No. 1944890

Councilmember Beason made the motion to approve Resolution #160607.01 Authorizing the Sale of Surplus Personal Property. Councilmember Hamrick seconded and the vote was unanimous. A copy of the Resolution is hereby incorporated into and made a part of the minutes of the meeting.

Discuss Growth Policy

Mr. Hart discussed extending services and growth in the Town's ETJ (extra-territorial jurisdiction). He is concerned about residential subdivisions and commercial development occurring in the ETJ with no street lighting, police protection, road maintenance, or solid waste collection. The Town Council directed Mr. Hart to further research this issue.

Authorize Town Manager to terminate Recreation Services Agreement

Mr. Hart has been working with Shannon Hovis, Executive Director of the Ruby C. Hunt YMCA, on negotiating a new recreation agreement. The current agreement was entered into on July 1, 2007 and will end June 30, 2017. Either party may terminate the agreement by giving a one year advance written notice of termination. Councilmember Daniel Thomas and Councilmember Marty Thomas agreed to

work Mr. Hart to negotiate a new recreation services agreement between the Town and the Cleveland County Family YMCA. Councilmember Daniel Thomas made the motion to terminate the current Recreation Services Agreement effective June 30, 2017. Councilmember Hamrick seconded and the vote was unanimous.

Discuss Yard Waste Collection Policies

Mr. Hart reported Mike Gibert reviewed the Yard Waste Collection Policy at the previous meeting. Mr. Gibert would like to increase communication with property owners. Councilmember Beason inquired about the collection policy. The Town's pre-existing policy has been to collect yard waste put out by the homeowner. Mr. Hart reported the department struggles to keep up but is open to policy change. Councilmember Ellis inquired about the department's equipment. Mayor Hamrick stated the homeowner should be required to make it possible to pick up yard waste without using the tractor. Councilmember Beason stated we should be concerned about what is at the road not how it got there. Mr. Hart confirmed that the Town Council wants to focus on what is out not who put it out. Mike Gibert discussed the shortage of staff and current collection procedures. He also expressed his concern about using the chipper. After much discussion, the Town Council directed Mr. Hart and Mr. Gibert to look further into this issue and bring back to the Board.

AGENDA ITEM V

Staff Reports

Nathan Phillips, Police Chief, reported the following:

Chief Phillips reported the department had a luncheon for the local elementary school teachers.

Mike Gibert, Public Works Director, reported the following:

Mike Gibert reported the Poplar Springs Pump Station is online and running well. The Lyman Street Pump Station no longer exists.

Rhonda Allen, Finance Officer, reported the following:

Rhonda Allen presented the Fiscal Year 2015-16 Audit Contract for approval. Councilmember Beason made the motion to approve the FY 2015-16 Audit Contract with Darrell Keller, CPA, PA. Councilmember Daniel Thomas seconded and the vote was unanimous. A copy of the Audit Contract is hereby incorporated into and made a part of the minutes of the meeting.

Tom Hart, Town Manager, reported the following:

Mr. Hart reported the final bidder on three properties (Cleveland County Parcel 1108, 1106, and 3017) owned by the Town was Mr. Jim Beason. The amount of the final bid was \$7,400.

Mr. Hart reported Pat Hamrick's term as ETJ member of the Board of Planning and Adjustment will expire June 30, 2016. Mr. Hamrick agreed to serve another term. Councilmember Hamrick made the motion to request the Cleveland County Board of Commissioners reappoint Pat Hamrick to the Board of Planning and Adjustment. Councilmember Marty Thomas seconded and the vote was unanimous.

Mr. Hart stated he was in the process of recalculating the ETJ representation on the Board of Planning and Adjustment. State law indicates the ratio of ETJ members to inside members be based on population. The Board consists of 5 inside members and 4 ETJ members. Current population estimates indicate the Board should consist of 7 inside and 2 ETJ members. Mr. Hart reported he would bring this item before the Board of Planning and Adjustment at their June 21, 2016 regular monthly meeting.

Mr. Hart updated the Town Council on the debris issue at 124 Bethel Avenue. A notice of violation has been issued. Mr. Hart and Attorney John Schweppe plan to meet with Rick Geer of Cleveland County Solid Waste Enforcement.

The Boiling Springs State of the Community Breakfast will be held June 9, 2016 at 7:30 a.m.

AGENDA ITEM VI

Councilmember's Report/Comments

Councilmember Marty Thomas inquired about the Town removing the debris from the Bethel Avenue property then placing a lien on the property. Mr. Hart stated he was concerned about the cost of cleanup.

Councilmember Ellis reported a citizen fell on the sidewalk a couple of weeks ago and that it was pretty bad. Councilmember Ellis also inquired about the gate at 142 North Main Street.

AGENDA ITEM VII

Mayor's Report/Comments

There being no further business to come before the Town Council, Mayor Hamrick declared the meeting adjourned at 8:00 p.m.

Max J. Hamrick, Mayor

Kimberly Greene, Town Clerk

DRAFT



Town of Boiling Springs

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TOWN COUNCIL

AGENDA ITEM 4

June 30, 2016

ADOPT ANNUAL BUDGET ORDINANCE

SUMMARY

The North Carolina Fiscal Control Act dictates all units of government adopt an annual operating budget on or before July 1. The Town Council conducted a budget workshop on April 28, 2016. The Budget was reviewed at the May 3, 2016 Town Council meeting and the Recommended Budget was submitted by the Town Manager June 7, 2016. Since that time the Public Works Department has requested that the Fee Schedule include the Town's bulk water rate. The bulk water rate is described as the outside water rate in the Town's Standard Specifications and Construction Manual. This is the rate at which construction and other contractors may purchase water from a non-metered location. Usually to fill a commercial tanker truck.

Staff request Town Council approve the Fiscal Year 2016-2017 Annual Budget Ordinance.

MATERIALS PROVIDED

- Budget Message
- FY16/17 Budget Ordinance

BUDGET MESSAGE

*Honorable Mayor
Town Council
Town of Boiling Springs, North Carolina*

In compliance with the Local Government Budget and Fiscal Control Act and NCGS-159-11, the proposed Annual Budget for Fiscal Year 2016-17 is submitted for your consideration. This budget is inclusive of all financial obligations, all municipal services remain funded, and revenues and expenditures are projected realistically. The highlights of the proposed budget are as follows.

General Fund Revenues

In accordance with state law, Cleveland County has conducted a revaluation of all property for the 2016/17 Fiscal Year. As a result, the Town's estimated property tax base has reduced from \$274,427,000 to \$269,716,000. Staff recommend the Town levy the revenue neutral tax rate of \$0.33 cents per \$100 valuation. A revenue neutral tax rate is the rate at which the aggregate tax burden on the jurisdiction remains the same but changes for individuals. At \$0.33 cents, the town maintains a very competitive tax rate compared to other "full service" communities in Cleveland County. In Boiling Springs, the owner of a \$175,000 home will pay \$577 in property taxes to the Town. The Town's \$0.33 tax rate will be applied to this year's estimated total tax base of \$269,716,000. This new valuation reflects 1.7% reduction from the previous year. Each cent of the tax rate is projected to yield \$26,606 in revenue.

There is an 11% increase in predicted sales tax revenue driven by the economy's continuing improvement and expansion of the sales tax to previously untaxed services. There are no other notable variations in general fund revenues.

General Fund Expenses

There are changes to the General Fund expenditures from the previous Fiscal Year. Health insurance costs have reduced 3%. This year's budget funds a merit system awarding employees up to 3% increases in base salary. Salary survey data indicates overall Boiling Springs' employees earn 86% of the average compensation for their respective positions. Even in the face of a tight budget, continuing to raise employee pay is integral to attracting and retaining a quality workforce.

Powell Bill Fund

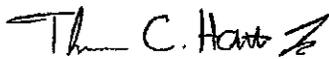
Powell Bill revenues are expected to remain the same. The state legislature has amended the statute regarding Powell Bill funds to emphasize that the funds are primarily intended for street resurfacing. The Town must consider that future action by the legislature could limit the use of Powell Bill funding for pedestrian and storm water projects. The budget does not fund any major resurfacing project but funds a formal assessment of the Town's street system and development of a resurfacing schedule.

Water / Sewer Fund

Water and Sewer rates are recommended to remain unchanged from FY16/17. Rates have remained unchanged since FY14/15. The state will require the Town to submit an updated Water/Sewer Capital Improvement Plan in 2018 and it is reasonable to assume that CIP may recommend rate increases to fund infrastructure maintenance and expansion.

Funding for the first phase of the 2018 CIP is included in this year's budget as well as funding for mapping of the existing water and sewer systems. The budget funds several improvements to the water system including touch up painting on the water tower and fire hydrant improvements. In FY15/16 the Sewer Department was reduced from four full time positions to three full and one part time position. This year's budget restores the department to four positions and includes upgrades to the treatment plant.

Respectfully submitted,



Tom Hart
Town Manager

BUDGET ORDINANCE

BE IT ORDAINED by the Boiling Springs, North Carolina Town Council, that the following fund revenues and departmental expenditures, together with certain restrictions and authorities are adopted:

SECTION I. GENERAL FUND

A. Revenues Anticipated

Ad Valorem Property Taxes	\$ 887,000
Sales & Use Taxes	\$ 364,000
Franchise Taxes	\$ 235,000
Solid Waste User Fees	\$ 209,500
Powell Bill Allocation	\$ 130,000
Other Revenues	\$ 109,500
Reserve Appropriation	\$ -
TOTAL REVENUES	\$ 1,935,000

B. Expenditures Authorized by Department

Administration	\$ 498,100
Police	\$ 616,400
Fire Service	\$ 135,000
Street Lighting	\$ 58,000
Streets Powell Bill	\$ 129,500
Solid Waste	\$ 292,900
Recreation	\$ 205,100
TOTAL EXPENDITURES	\$ 1,935,000

SECTION II. WATER & SEWER FUND

A. Revenues Anticipated

Water Charges	\$ 840,000
Sewer Charges	\$ 500,000
Lattimore System Charges	\$ 47,600
Other Revenues	\$ 59,000
Reserve Appropriation	\$ -
TOTAL REVENUES	\$ 1,446,600

B. Expenditures Authorized by Department

Water & Sewer Administration	\$ 287,100
Water Operations	\$ 637,700
Sewer Operations	\$ 473,900
Lattimore System	\$ 47,900
TOTAL EXPENDITURES	\$ 1,446,600

SECTION III. TAXES, RATES, FEES & CHARGES ESTABLISHED

The following taxes, rates, fees and charges are adopted:

FY 2016-17 General Schedule of Taxes, Fees & Charges	
Ad Valorem Tax Rate	\$0.33 per \$100 of valuation
Returned Check Fee	\$25 per occurrence
Document Copying Fee	\$0.25 first page + \$0.10 each additional*
Admin Record Charge	Billed @ actual cost or copy fee*
Rezoning Application	\$260*
Zoning Compliance Permit	\$25*
Zoning Compliance Letter	\$25*
Tower Permit	\$500
Site Plan Review	\$50*
Board of Adjustment Review	\$260*
Preliminary Subdivision Plat Review	\$50 plus \$5 for each lot over 10*
Annexation Petition	\$200*
Street Closing Petition	\$500*
Police Report Fee	\$5 + \$0.10 pages over 10
Fingerprinting Fee	Free for Residents \$20 Non-Resident
Civil Citation Parking	\$20 + \$50 penalty for every 30 days unpaid
Civil Citation Fire Lane	\$50
Garbage Inside	\$8.50
Garbage Outside	\$13.00
Garbage Commercial	\$10.50
Recycling Inside	\$3.00
Recycling Outside	\$4.50
Can Damage Fee	\$20 for second repair in any 12 month period
Facility Rentals	Set Administratively

FY 2016-17 Water & Sewer Schedule of Fees & Charges		
<u>Description</u>	<u>Inside</u>	<u>Outside</u>
Minimum Water Rate 0-2,000 gallons	\$17.00	\$25.00
Volumetric Water Rate 2,000-15,000 gallons	\$5.00 per 1000	\$7.50 per 1000
Volumetric Water Rate over 15,000 gallons	\$6.00 per 1000	\$8.50 per 1000
Minimum Sewer Rate 0-2,000 gallons	\$17.00	\$25.00
Volumetric Sewer Rate 2,000-15,000 gallons	\$5.00 per 1000	\$7.50 per 1000
Volumetric Sewer Rate over 15,000 gallons	\$6.00 per 1000	\$8.50 per 1000
Sewer Only 0-2,000 gallons	NA	\$26.00
Sewer Only 2,000-15,000 gallons	NA	\$7.50 per 1000
Sewer Only over 15,000 gallons	NA	\$8.50 per 1000
Bulk Water Rate 0-2,000 gallons	\$25.00	
Bulk Water Rate 2,000-15,000 gallons	\$7.50 per 1000	
Bulk Water Rate over 15,000 gallons	\$8.50 per 1000	

FY 2016-17 Water & Sewer Schedule of Fees & Charges		
<u>Description</u>	<u>Inside</u>	<u>Outside</u>
Water Deposit	\$60	\$75
Sewer Deposit	\$50	\$60
Water & Sewer Deposit	\$100	\$125
Water Tap 3/4 inch*	\$700	\$900
Water Tap 1 inch*	\$900	\$1,100
Water Tap 1.5 inch*	\$1,200	\$1,400
Water Tap over 1.5 inch*	At Cost	At Cost
Water Tap Inspection*	\$330	\$490
Sewer Tap Inspection*	\$330	\$490
Meter Installation 3/4 inch*	\$370	\$470
Meter Installation 1 inch*	\$490	\$590
Additional Road Bore Fee*	\$400 (Irrigation Only)	\$400
Service Bill Monthly Late Fee	\$10	\$10
Service Disconnection	\$25	\$25
After-Hours Service Charge (4pm, Weekends, & Holidays)	\$25	\$25
Residential Meter Testing Fee *	\$100	\$100
Commercial or Oversize Meter Testing Fee	At Cost	At Cost
Meter Tampering Fee	\$200	\$200

*Fees and charges are due in advance of any service, public notice, ordering of supplies, or other administrative process commencing. Many fees are application or review fees and are not contingent on approval.

SECTION IV. SPECIAL AUTHORIZATIONS

The Budget Officer shall be authorized to reallocate fund appropriations within departments and move funds up to \$1000 between departments within the same fund provided that it is reported to the Town Council at their next regularly scheduled meeting so long as it does not increase or decrease the total budget for any fund.

SECTION V. USE OF BUDGET DOCUMENT AND ORDINANCE

This Ordinance and the budget document shall be the basis for the financial plan of the Town of Boiling Springs for Fiscal Year 2016-17. The Budget Officer shall administer the Budget and the Finance Officer shall establish records which are in agreement with the budget, this ordinance, and the statutes of the State of North Carolina.

SECTION VI. DISTRIBUTION

Copies of this ordinance shall be furnished to the Budget Officer, Finance Officer, and Town Clerk so that they may keep this ordinance on file for their direction and disbursement of funds.

Motion made by: Commissioner _____

Motion seconded by: Commissioner _____

With ___ Commissioners voting "aye."

With ___ Commissioners voting "no."

Adopted this the ___ day of June 2016.

Max J. Hamrick
Mayor

Attest:

Kim Greene
Clerk



Town of Boiling Springs

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TOWN COUNCIL

AGENDA ITEM 5

June 30, 2016

PARK MASTER PLAN

SUMMARY

The FY16/17 Budget includes funding for a Park Master Plan. McGill and Associates come highly recommended for this task and have a history of successful PARTF grant applications to the state. Greg Lambert from McGill and Associates will be available to discuss the development of a Boiling Springs Park Master Plan and likely subsequent PARTF application.

MATERIALS PROVIDED

- No Materials



Town of Boiling Springs

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TOWN COUNCIL

AGENDA ITEM 6

June 30, 2016

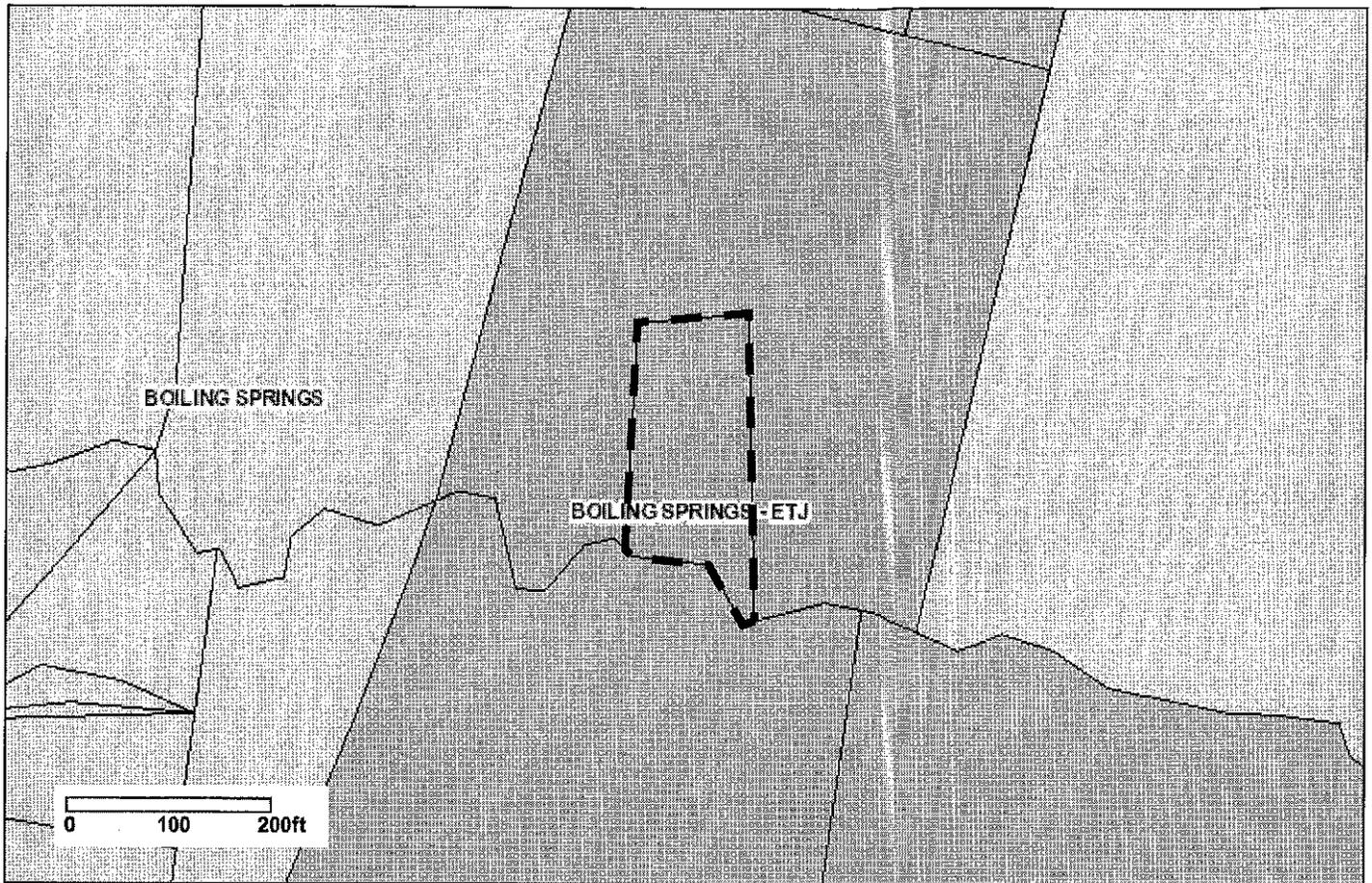
AUTHORIZE SALE OF PROPERTY

SUMMARY

In 1966 the Town of Boiling Springs purchased approximately 6 acres from the Piercy family at the end of Lyman Street for the purpose of building a sewer treatment facility. The property was purchased for \$1,890 and the purchase agreement stipulated that when the property is no longer used for sewage treatment, the Town would give the Piercy's first refusal to repurchase the property for the purchase price. In 2005 approximately 5 acres were sold back to the Piercy's for \$1,617.30. The Town is no longer using the remaining acre for sewer treatment. Staff recommend Town Council authorize the sale of the property to the Piercy's for \$272.70, as stipulated in the deed restriction.

MATERIALS PROVIDED

- Parcel 58893 Information Sheet
- Parcel 632 Information Sheet
- Plat
- Property Deed
- Resolution Authorizing Disposal



Cleveland County, NC

Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be construed or used as a survey or 'legal description'. Only a licensed professional land surveyor can legally determine precise locations, elevations, length and direction of a line, and areas.

Parcels

Parcel Number: 58893
GIS Owner: BOILING SPRINGS TOWN OF
GIS Deed Ref: PB28 117
GIS Deeded Acres: 0.689
Calculated Acres: 0.68852704
Zoning: R20 Residential
PIN: 2505848413
NeighCode: B174
Tax_Distri: 51
Use_Code: F

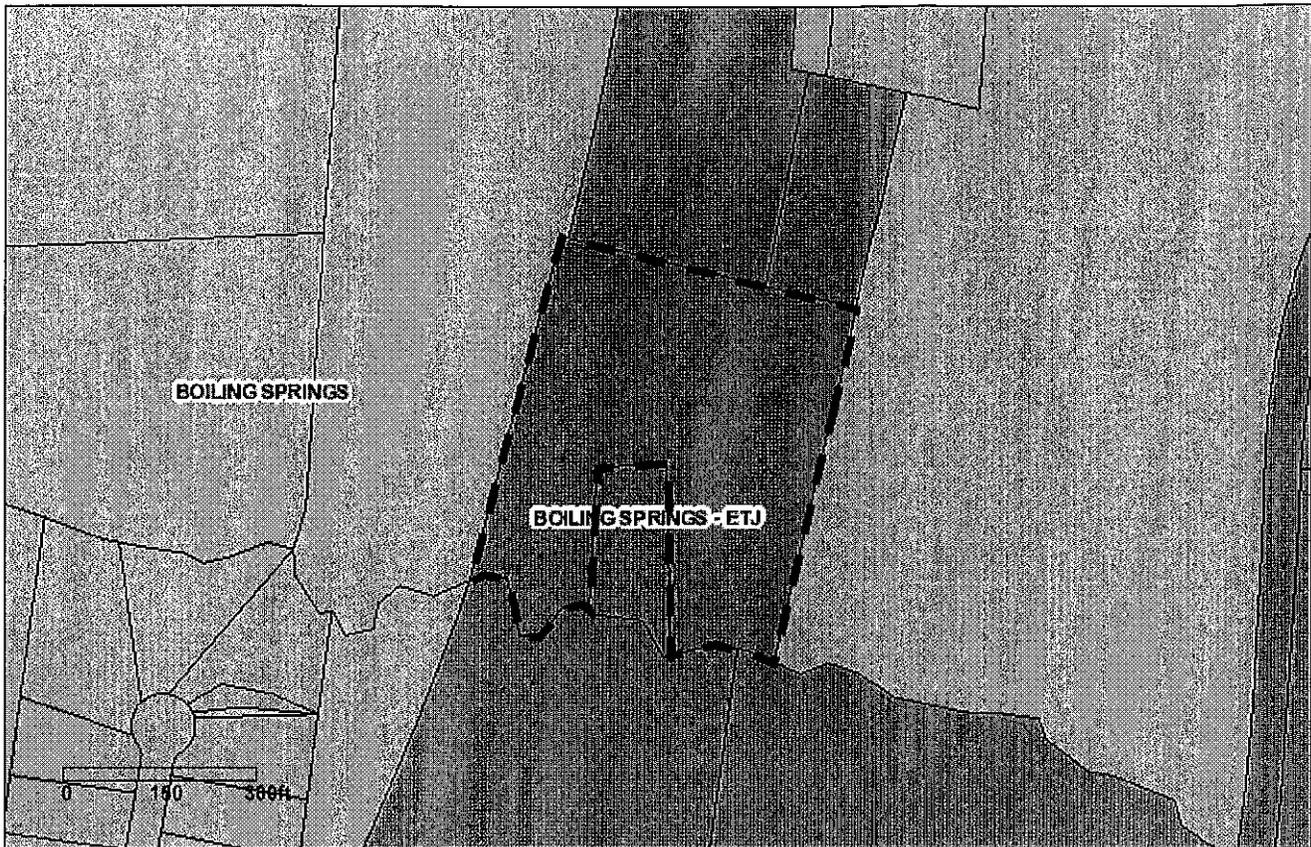
Owner: BOILING SPRINGS TOWN
Owner Address: PO BOX 1014
Owner Addr2: BOILING SPRINGS NC 28017-1014
Parcel Address: LYMAN ST
Deed Book: PB28
Deed Page: 117
Map Number: BS7
Block: 2
Lot: 22
Acres: 0.689

Land Value: 4237
Total Value: 4237
Tax Year: 2016
Street Name: LYMAN
Type: ST

Attributes at point: N: 554418, E: 1208816

Zoning Class: R20 Residential Municipality: BOILING SPRINGS CITY	2000 Census Tracts Census Tract: 951500	NC House and Senate Districts Senate: 46th Senate Legist: 111th House
School Districts Elementary: BOILING SPRINGS ELEMENTAR Intermediate: Middle: CREST MIDDLE SCHOOL High: CREST HIGH SCHOOL	Flood Zones Grid: 2505 Panel: 3710250500J	Voting Precincts Precinct: Broad River Voting Site: Boiling Springs Baptist Church
Fire Districts District: Boiling Springs	Watersheds Zone: NONE	Jurisdictional Limits Name: BOILING SPRINGS - ETJ

<http://www.webgis.net> Anderson & Associates, Inc. <http://www.andassoc.com>



Cleveland County, NC

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Parcels

Parcel Number: 632	Owner: PIERCY LISA	Land Value: 25068
GIS Owner: PIERCY LISA	Owner Address: 3836 GLEN IRIS LN	Total Value: 25068
GIS Deed Ref: 08E-394	Owner Addr2: RALEIGH NC 27612	Tax Year: 2016
GIS Deeded Acres: 5.391	Parcel Address: 121 LYMAN ST	Address: 121
Calculated Acres: 5.71120294	Deed Book: 08E	Street Name: LYMAN
Zoning: R20 Residential	Deed Page: 394	Type: ST
PIN: 2505848670	Map Number: BS 7	
NeighCode: B174	Block: 2	
Tax_Distri: 51	Lot: 12U	
Use_Code: R	Acres: 5.391	

Attributes at point: N: 554590, E: 1208868

Zoning Class: R20 Residential Municipality: BOILING SPRINGS CITY	2000 Census Tracts Census Tract: 951500	NC House and Senate Districts Senate: 46th Senate Legist: 111th House
School Districts Elementary: BOILING SPRINGS ELEMENTAR Intermediate: Middle: CREST MIDDLE SCHOOL High: CREST HIGH SCHOOL	Flood Zones Grid: 2505 Panel: 3710250500J	Voting Precincts Precinct: Broad River Voting Site: Boiling Springs Baptist Church
Fire Districts District: Boiling Springs	Watersheds Zone: NONE	Jurisdictional Limits Name: BOILING SPRINGS - ETJ

James L. Lovelace
Book 5-Y
Page 365



James L. Lovelace

N 18-48 E
580.0'

S 71-12 E
N. Corner 477.0'

State
(New Corner)

6.30 Acres.

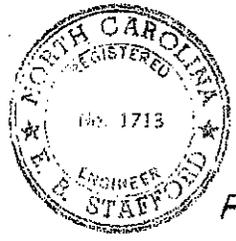
S 71-12 E
570.0'

Carl Hamrick, Estate

State
(New Corner)

Poplar Branch
N 71-12 W 477.0'

State
(New Corner)



PLAT
OF
PROPERTY TO BE ACQUIRED

BY TOWN OF BOILING SPRINGS, NC.

PREPARED BY: E. B. Stafford Consulting Engineer
Statesville, N.C.

May 1966

Scale: 1" = 100'

NORTH CAROLINA
CLEVELAND COUNTY

J. St. Leger
John St. Leger

This contract, made and entered into this 12 day of May, 1966, by and between B. E. Piercy and wife, Vernie Piercy, parties of the first part; and the Town of Belling Springs, party of the second part;

Witnesseth:

That for and in consideration of the sum of \$1.00 to them in hand paid, the receipt of which is hereby acknowledged, said parties of the first part do hereby give and grant unto said party of the second part the right and option to purchase from said parties of the first part a certain tract or parcel of land lying and being in Cleveland County, North Carolina, and more particularly described as follows:

Being in Number Two Township joining the lands of B. E. Piercy, Carl Hamrick Estate, et al, and described as follows:

BEGINNING at a stake in the center of Poplar Branch, the line of the Carl Hamrick property, and runs thence with the center of Poplar Branch, North 71-12 West 477 feet to a stake in the Branch, a new corner; thence a new line North 18-48 East 580 feet to a stake, a new corner; thence another new line South 71-12 East 477 feet to a stake, a new corner in the Carl Hamrick line; thence with the Carl Hamrick line South 18-48 West 570 feet to the place of BEGINNING, containing 0.3 acres, more or less, and being a portion of the B. E. Piercy property and recorded in Book S-V, page 365 in the Cleveland County Registry.

Being the same property shown on Plat made by E. B. Stafford, Engineer, May, 1966, a copy of which is hereto attached and made a part of this contract.

The terms and conditions of this option are as follows:

FIRST. This option shall exist and continue to and including the 9th day of May, 1967, but no longer.

SECOND. If party of the second part elects to purchase said land under this option the purchase price therefor shall be \$300.00 per acre or the total price of \$1,890.00 payable in cash upon delivery of a deed to the party of the second part by the parties of the first part for said lands.

THIRD. At any time within the period above limited, but not thereafter, parties of the first part will make, execute and deliver to said party of the second part a good and sufficient deed for said land in fee simple with general warranty and free from incumbrances upon the payment by said party of the second part of the said purchase price in the sum and manner above set out.

FOURTH. If said land be sold by said parties of the first part to said party of the second part under the terms of this option, the sum for which a receipt is herein given shall be a credit on the cash payment of the purchase price, but if said land be not so sold within the period above limited, said sum shall be retained by parties of the first part as the purchase price of this option and thereafter said party of the second part shall have no further rights under this option.

FIFTH. It is understood and agreed that the above described land is to be used for a sewage treatment plant by the town of Boiling Springs and if it is not used for that purpose the Town of Boiling Springs shall give B. E. Piercy first refusal to repurchase said lands at the same price for which it is being sold to the Town of Boiling Springs and if he does not desire to purchase said lands at this price, the town will have the right to sell said lands to anyone else. The grantors herein shall be allowed to retain A 5 C allotments which apply to said lands. The town agrees to pay the expenses of surveying and preparing of option and other papers involved in this transaction.

In testimony whereof, said parties of the first part have hereunto set their hands and seals the day and year aboves written.

B. E. Piercy (SEAL)

Vernie Piercy (SEAL)
inc
ith

NEW CAROLINA
COUNTY OF CLEVELAND
I, _____ a-1
Public for said
County and _____ hereby certify that B. E. Piercy and
wife, Vernie Piercy, appeared before me this day and
acknowledged the same property of the foregoing instrument;
1966, a copy of _____ certificate be registered.
Let the instrument.

WITNESS my hand and conditions of seal, this 22nd day of May, 1966.

shall
but
the _____ Public
my Commission expires 7-26-67

STATE OF NORTH CAROLINA

Cleveland County.

A. A. POWELL
ATTORNEY AT LAW
SHELBY, N. C. 28150

This Deed Made this 3rd day of

May, A. D. 1967 by and between

Brooks E. Piercy and wife, Vernie Piercy

of the County of Cleveland and State of North Carolina

Parties of the first part, and

The Town of Boiling Springs

of the County of Cleveland and State of North Carolina

party of the second part:

WITNESSETH, that the said parties of the first part, in consideration of One Thousand Eight Hundred Twenty-four (\$1,824.00) Dollars and other good and valuable considerations to them paid by the party of the second part, the receipt of which is hereby acknowledged, have bargained and sold, and by these present do grant, bargain, sell and convey unto the said party of the second part and its successors and assigns its heirs, all

that certain lot or parcel of land, situate, lying and being in Number Two (2) Township, Cleveland County, State of

North Carolina, and more particularly described and defined as follows:

Joining the lands of B. E. Piercy, Carl Hamrick estate, et al, and being a portion of the B. E. Piercy property as recorded in Book 5-V, page 365 in the Cleveland County Registry and described by metes and bounds as follows:

BEGINNING at a point in the property line between the Carl Hamrick Estate and Brooks E. Piercy, said point of beginning being situate and lying South 11 degrees 50 feet West 320.50 feet from an iron stake, a corner of Brooks E. Piercy; thence running with and along the Carl Hamrick Estate and Brooks E. Piercy property line, South 11-50 West 544 feet to a point, a corner in Poplar Branch; thence running with Poplar Branch North 79-00 West 264 feet to a point; thence South 80-30 West 132 feet to a point; thence North 33-30 West 89.10 feet to a point; thence South 71-45 West 30.86 feet to a point, a new corner in the Brooks E. Piercy line; thence running over and across the Brooks E. Piercy property, North 11-50 East 548.69 feet to a point, a new corner; thence running South 78-10 East 477 feet to the point of BEGINNING, being a traverse encompassing an area of 6.08 acres.

(over)

Lyman St.
6.08 ac
Old Eastside WWTP
Force Main Pump Station

94
It is understood and agreed that the above described land is to be used for a sewage treatment plant by the Town of Boiling Springs and if it is not used for that purpose the Town of Boiling Springs shall give S. E. Piercy first refusal to repurchase said lands at the same price for which it is being sold to the Town of Boiling Springs, and if he does not desire to purchase said lands at this price, the Town will have the right to sell said lands to anyone else.

STATE OF North Carolina
County of Cleveland ss.

I, J. L. Lovelace Notary Public
for said County and state aforesaid do hereby certify that

Brooks E. Piercy and Vernie Piercy
his wife, personally appeared before me this day and
acknowledged the due execution of the foregoing (or annexed) instrument;

Let the instrument and the certificate be registered.
WITNESS my hand and Official seal, this 2nd day of May, 1967
My commission expires: 7-26-67
J. L. Lovelace
Notary Public

STATE OF _____ ss.
County of _____

I, _____ do hereby certify that
for said County and state _____

_____ and _____
_____ personally appeared before me this day and
acknowledged the due execution of the foregoing (or annexed) instrument;

Let the instrument and the certificate be registered.
WITNESS my hand and _____ seal, this _____ day of _____, 19____

Stamp # 2-26

Form R. D. 225 P. AMCO

DEED

Brooks E. Piercy and wife,
Vernie Piercy
To
The Town of Boiling Springs

Consideration, - - - \$1,824.00, etc.
Dated 3rd day of May 19 67

Filed for registration on the 17 day of
Oct., 1967, at 2:50 o'clock
P. M., and registered in the office of Regis-
ter of Deeds for Cleveland County, N. C.
17 day of Oct., 1967, at 2:50
o'clock P. M. in Book 22-D of Deeds, on Page
93, etc.
Joseph J. Fuller
Register of Deeds.
Given by _____

A. A. POWELL
ATTORNEY AT LAW
SHELBY, N. C. 28150

STATE OF N.C.
County of Clewe. ss.

The foregoing (or annexed) certificate of J. L. Lovelace, N.P.

is adjudged to be correct. Let the instrument and the certificate be registered.
This 17 day of Oct., A.D., 1967
Jeanette Miskowicz, Notary
Register of Deeds



"The Crossroads of Opportunity"

TOWN OF BOILING SPRINGS

RESOLUTION # 160630.02 RESOLUTION AUTHORIZING SALE OF REAL PROPERTY

Whereas, the Boiling Springs Town Council has received a recommendation from the Town Manager providing for the sale of personal property as described below and as permitted by NC General Statute 160A-274; and

Whereas, approximately six acres of land was originally purchased in 1966 from the Piercy family at the end of Lyman Street for the purpose of building a sewer treatment facility; and

Whereas, said property was purchased for \$1,890 and the purchase agreement stipulated that when the property is no longer used for sewage treatment, the Town would give the Piercy's first refusal to repurchase the property for the purchase price; and,

Whereas, five acres of said property was sold back to the Piercy's in 2005 for \$1,617.30; and,

Whereas, the Town is no longer using the remaining one acre for sewer treatment; and,

Now, Therefore, Be It Resolved that the Town Council hereby agrees to authorize the Mayor and Town Manager to sell the described personal property for \$272.72 as stipulated in the deed restriction. It is further resolved that the Town Attorney is authorized to initiate the process to sell and transfer title to said properties.

Adopted this the 30th day of June, 2016 upon a motion by Councilmember _____,
seconded by Councilmember _____ with a vote of ____ in favor and ____ opposed.

Max J. Hamrick, Mayor

ATTEST:

Kim Greene, Town Clerk



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017
Phone 704-434-2357 | Fax 704-434-2358
www.BoilingSpringsNC.net

TOWN COUNCIL AGENDA ITEM 7

June 30, 2016

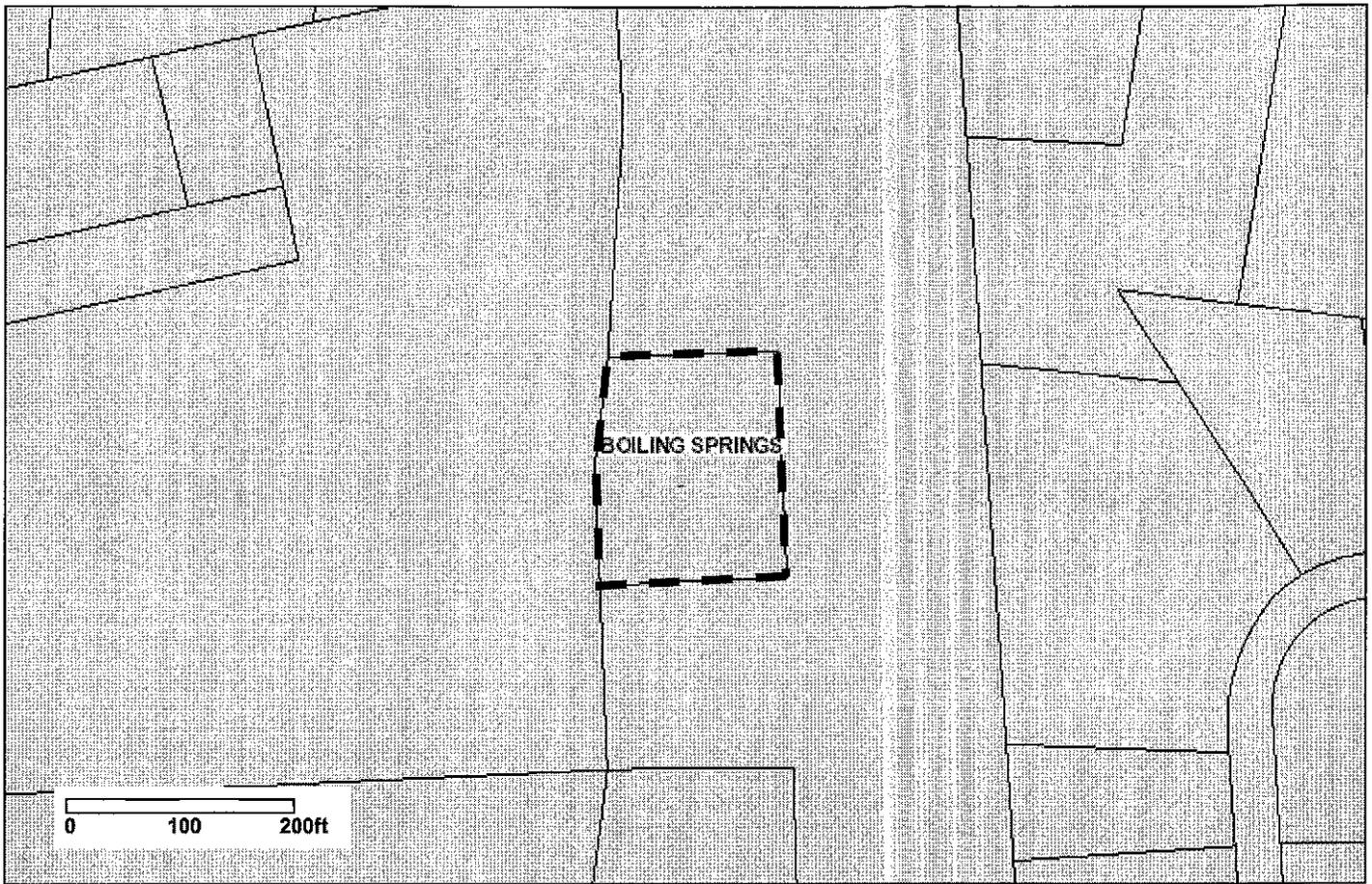
OFFER TO PURCHASE PROPERTY

SUMMARY

Earlier in the year the Town received an offer to purchase 3 parcels of surplus property. In accordance with statute, the Town began the upset bid process for the disposal of the property. After 7 consecutive increasing offers to purchase the property were received, no further offers were received. The final offer to purchase the property was \$7,400 from James Beason III.

MATERIALS PROVIDED

- Parcel 1108 Information Sheet
- Parcel 3017 Information Sheet
- Parcel 1106 Information Sheet
- Offer to Purchase Property
- Bid History
- Public Notice
- Resolution Authorizing Sale



Cleveland County, NC

Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be construed or used as a survey or 'legal description'. Only a licensed professional land surveyor can legally determine precise locations, elevations, length and direction of a line, and areas.

Parcels

Parcel Number: 1108	Owner: BOILING SPRINGS TOWN	Land Value: 4514
GIS Owner: BOILING SPRINGS TOWN OF	Owner Address: PO BOX 1014	Total Value: 4514
GIS Deed Ref: 17J 001	Owner Addr2: BOILING SPRINGS NC 28017-1014	Tax Year: 2016
GIS Deeded Acres: 0.74	Parcel Address: WOODLAND AVE	Street Name: WOODLAND
Calculated Acres: 0.73939633	Deed Book: 17J	Type: AVE
Zoning: R15 Residential	Deed Page: 001	
PIN: 2505573987	Map Number: BS10	
NeighCode: B165	Block: 3	
Tax_Distri: 2	Lot: 23	
Use_Code: F	Acres: 0.74	

Attributes at point: N: 557980, E: 1205384

Zoning Class: R15 Residential Municipality: BOILING SPRINGS CITY	2000 Census Tracts Census Tract: 951500	NC House and Senate Districts Senate: 46th Senate Legist: 111th House
School Districts Elementary: BOILING SPRINGS ELEMENTAR Intermediate: Middle: CREST MIDDLE SCHOOL High: CREST HIGH SCHOOL	Flood Zones Grid: 2505 Panel: 3710250500J	Voting Precincts Precinct: Broad River Voting Site: Boiling Springs Baptist Church
Fire Districts District: Boiling Springs	Watersheds Zone: NONE	Jurisdictional Limits Name: BOILING SPRINGS

<http://www.webgis.net> Anderson & Associates, Inc. <http://www.andassoc.com>



Cleveland County, NC

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Parcels

Parcel Number: 3017
GIS Owner: BOILING SPRINGS TOWN OF
GIS Deed Ref: 14Q 727
GIS Deeded Acres: 0.83
Calculated Acres: 0.83969442
Zoning: R15 Residential
PIN: 2505573681
NeighCode: B165
Tax_Distri: 2
Use_Code: F

Owner: BOILING SPRINGS TOWN
Owner Address: PO BOX 1014
Owner Addr2: BOILING SPRINGS NC 28017-1014
Parcel Address: WOODHILL DR
Deed Book: 14Q
Deed Page: 727
Map Number: BS10
Block: 3
Lot: 21
Acres: 0.83

Land Value: 5021
Total Value: 5021
Tax Year: 2016
Street Name: WOODHILL
Type: DR

Attributes at point: N: 557617, E: 1205383

Zoning Class: R15 Residential Municipality: BOILING SPRINGS CITY	2000 Census Tracts Census Tract: 951500	NC House and Senate Districts Senate: 46th Senate Legist: 111th House
School Districts Elementary: BOILING SPRINGS ELEMENTAR Intermediate: Middle: CREST MIDDLE SCHOOL High: CREST HIGH SCHOOL	Flood Zones Grid: 2505 Panel: 3710250500J	Voting Precincts Precinct: Broad River Voting Site: Boiling Springs Baptist Church
Fire Districts District: Boiling Springs	Watersheds Zone: NONE	Jurisdictional Limits Name: BOILING SPRINGS

<http://www.webgis.net> Anderson & Associates, Inc. <http://www.andassoc.com>



Cleveland County, NC

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Parcels

Parcel Number: 1106	Owner: BOILING SPRINGS TOWN	Land Value: 5460
GIS Owner: BOILING SPRINGS TOWN OF	Owner Address: PO BOX 1014	Total Value: 5460
GIS Deed Ref: 131 736	Owner Addr2: BOILING SPRINGS NC 28017-1014	Tax Year: 2016
GIS Deeded Acres: 0.91	Parcel Address: WOODLAND AVE	Street Name: WOODLAND
Calculated Acres: 0.84884358	Deed Book: 131	Type: AVE
Zoning: R15 Residential	Deed Page: 736	
PIN: 2505573482	Map Number: BS10	
NeighCode: B165	Block: 3	
Tax_Distri: 2	Lot: 20	
Use_Code: F	Acres: 0.91	

Attributes at point: N: 557414, E: 1205383

Zoning Class: R15 Residential Municipality: BOILING SPRINGS CITY	2000 Census Tracts Census Tract: 951500	NC House and Senate Districts Senate: 46th Senate Legist: 111th House
School Districts Elementary: BOILING SPRINGS ELEMENTAR Intermediate: Middle: CREST MIDDLE SCHOOL High: CREST HIGH SCHOOL	Flood Zones Grid: 2505 Panel: 3710250500J	Voting Precincts Precinct: Broad River Voting Site: Boiling Springs Baptist Church
Fire Districts District: Boiling Springs	Watersheds Zone: NONE	Jurisdictional Limits Name: BOILING SPRINGS

<http://www.webgis.net> Anderson & Associates, Inc. <http://www.andaseoc.com>

Offer to Purchase

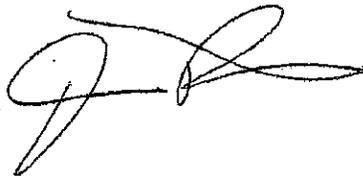
05-05-2016

Potential Purchaser: James Landrum Beason III

Potential Seller: Town of Boiling Springs

Parcel ID's:	1108	.73 acres
	1106	.84 acres
	3017	.83 acres

My offer to purchase is as written: \$7400.00 for all above mentioned properties.
Thank you for taking the time to consider my offer.



Bid for Woodland Avenue Properties
Parcel #1108 (.74 acres) Parcel #1106 (.91 acres) #3017 (.83 acres)

Original bid - Jim Beason	Ad - 03/04/2016	\$3,750.00
2nd bid	Ad - 03/15/2016	\$3,987.50
3rd bid	Ad - 03/29/2016	\$4,236.88
4th bid	Ad - 04/11/2016	\$4,498.72
5th bid	Ad - 04/25/2016	\$4,773.66
6th bid	Ad - 05/03/2016	\$7,000.00
7th & final bid - Jim Beason	Ad - 05/16/2016	\$7,400.00

**NOTICE OF
UPSET BID
TOWN OF BOILING
SPRINGS**

Notice is hereby given to the public that the Town of Boiling Springs has received an offer to purchase properties owned by the Town pursuant to NC General Statute 160A-289. Said properties are located on Woodland Avenue Parcel #1108 (.74 acres) and Woodhill Avenue Parcel #1108 (.91 acres) & #3017 (.83 acres). Said offer provides for the purchase of the lots in the amount of seven thousand four hundred and 00/100 dollars (\$7,400.00). Within ten (10) days of the publication of this notice any person may raise said bid by not less than ten (10%) percent of the first one thousand dollars (\$ 1,000) and five (5%) percent of the remainder. Any person wishing to raise the advertised bid will be required to deposit five (5%) percent of the increased bid with the Town Clerk. Should no upset bid be received within the specified time period the Town Board of Commissioners may accept and sell the property to the highest bidder. The Board may also at any time reject any and all offers.

Submitted by:
Kim Greene
Town Clerk
PO Box 1014
Boiling Springs, NC 28017

May 16, 2016. 1tc.

Text GS574771 to 56654



"The Crossroads of Opportunity"

TOWN OF BOILING SPRINGS

RESOLUTION # 160630.01 RESOLUTION AUTHORIZING SALE OF REAL PROPERTY

Whereas, the Town Council has authorized the Town Manager to initiate the negotiated sale/upset bid process provided for in NC General Statute 160A-269 for the sale of the below described properties, and

Whereas, the Town Council has received a bid for said described properties which it has determined to be acceptable, and

Whereas, the Town Council has determined that the Town no longer has reason to hold these lots for public use,

Now, Therefore, **Be It Resolved** that the Town Council hereby agrees to sell the described lots to the individual bidder listed below for the bid price indicated. It is further resolved that the Town Attorney is authorized to initiate the process to sell and transfer title to said properties.

Mr. Jim Beason Parcel 1108 (.74 ac), Parcel 1106 (.91 ac), Parcel 3017 (.83 ac) \$7,400.00

Adopted this the 30th day of June, 2016 upon a motion by Councilman _____, seconded by Councilman _____ with a vote of _____ in favor and _____ opposed.

Max J. Hamrick, Mayor

ATTEST:

Kim Greene, Town Clerk



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017
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www.BoilingSpringsNC.net

TOWN COUNCIL

AGENDA ITEM 8

June 30, 2016

BOARD OF PLANNING & ADJUSTMENT APPOINTMENTS

SUMMARY

The Board of Planning and Adjustment's composition regarding the number of members residing inside town limits and residing in the Extra Territorial Jurisdiction (ETJ) was set in the late 1960's. The current ordinance calls for 5 inside members and 4 outside members. State law indicates the ratio of inside to outside members should be dictated by population. Population densities have shifted and current population estimates indicate the Board should consist of 7 inside members and 2 outside members. The Board of Planning and Adjustment has made an advisory decision in favor of a text amendment to the Zoning Code changing their composition to 7 inside members and 2 outside members. There are currently 3 open seats on the Board; 1 is an inside seat and two are ETJ seats that will become inside seats if the Town Council approves the text amendment changing the Board of Planning and Adjustment's composition. Due to public notice and hearing requirements, the text amendment will not be before the Town Council until August 2, 2016.

Staff have received 4 volunteer applications to fill the 3 vacant seats on the Board of Planning and Adjustment. Bill Daves, Wayne Johnson, Alan McWhirter, and Seth Phillips have all submitted applications. Staff recommend Town Council appoint 3 inside members to the Board contingent on the approval of Zoning Code Text Amendment 160802.01. This should not affect the Board's operation as there are currently no items for the Board of Planning and Adjustment to consider in July.

MATERIALS PROVIDED

- Board of Planning and Adjustment Roster
- Volunteers' Applications (contains personal information | provided separately)

Town of Boiling Springs
Board of Planning and Adjustment

Member	Term	Status	Original Appt.
Josh Beason BOA	07/01/14 to 06/30/17	Inside	7/1/2014
Vacant	07/01/16 to 06/30/19	Inside	
J.T. Scruggs	07/01/15 to 06/30/18	Inside	7/1/2009
Humphries, Ellen Vice-Chair BOA	07/01/15 to 06/30/18	Inside	3/3/2015
Lynn Sarratt Chair BOA	07/01/14 to 06/30/17	Inside	1/5/2010
Vacant BOA	07/01/14 to 06/30/17	ETJ	
Buster Bryson	07/01/15 to 06/30/18	ETJ	7/7/2015
Vacant BOA	07/01/13 to 06/30/16	ETJ	
Hamrick, Pat	07/01/16 to 06/30/19	ETJ	7/7/2015



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017

Phone 704-434-2357 | Fax 704-434-2358

www.BoilingSpringsNC.net

TOWN COUNCIL MEETING COUNCIL MEMBER REPORTS

June 30, 2016

COUNCILMAN MARTY THOMAS

COUNCILMAN JAMES L. BEASON JR

COUNCILMAN BILL ELLIS

COUNCILMAN CLIFFORD E. HAMRICK III

COUNCILMAN DANIEL THOMAS

MAYOR MAX HAMRICK



Town of Boiling Springs

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TOWN COUNCIL MEETING

STAFF REPORTS

June 30, 2016

POLICE CHIEF | NATHAN PHILLIPS

PUBLIC WORKS DIRECTOR | MIKE GIBERT

FINANCE DIRECTOR | RHONDA ALLEN

TOWN CLERK | KIM GREENE

TOWN ATTORNEY | JOHN SCHWEPPEE III

TOWN MANAGER | TOM HART



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TOWN COUNCIL

AGENDA ITEM 11

June 30, 2016

CLOSED SESSION

SUMMARY

The Town Manager's fourth annual evaluation is due the first week of July. In accordance with NCGS 143-318.11(a)(6) the Town Council has the ability to enter into closed session to discuss and conduct this evaluation.

MATERIALS PROVIDED

- Manager's Evaluation Instrument

Town Manager Performance Evaluation

Date: _____, 20____

Evaluator: _____

Rating System: The components of the Town Manager's performance are organized into three categories in the pages that follow. The rater is charged with the responsibility of considering the Town Manager's performance over the full term of the evaluation period, which typically is one year.

The rating symbols to be used when making assessments fall into three main categories:

- 1 = Does Not Meet Expectations
- 2 = Meets Expectations
- 3 = Exceeds Expectations

Assessments are to be made in general terms, except where specific improvements are needed or when specific commendations are due.

Responsibility or Characteristic	Circle Rating
ORGANIZATIONAL MANAGEMENT	
<u>Leadership</u> : Does the Manager motivate others to maximum performance? Is the Manager respected as demanding, but fair? Does the Manager get enthusiastic responses to new ideas? Does he actively promote efficiency in operations?	1 2 3
<u>Budget</u> : Is the budget developed in a systematic and effective manner? Is the budget proposal made by the Manager reasonable and appropriate? Does the Manager carry out the budget satisfactorily and control expenses within the levels set in the budget?	1 2 3
<u>Sharing of Information</u> : Does the Manager keep appropriate people informed? Does the Manager present thoughts in an orderly and understanding manner? Is the Manager able to be persuasive?	1 2 3
<u>Use of Professionals</u> : Does the Manager make effective use of engineers, attorneys and other contract professional staff?	1 2 3
<u>Town Council Communication</u> : Does the Manager provide the Council with adequate information to make decisions? Are Council members informed about the activities of Town Council, regional groups and community organizations?	1 2 3
<u>Facilitation and Decision Making</u> : Does the Manager facilitate decision making processes for the Town Council in a way that enables the Council to consistently make effective decisions?	1 2 3
<u>Technology</u> : Does the Manager evaluate and implement new technology and techniques of value to the Town?	1 2 3
<u>Quality of Service</u> : Is the overall quality of service delivered by the Town to citizens considered to be effective, efficient and of high quality?	1 2 3
<u>Responsibility</u> : Does the Manager have the capability and willingness to make hard choices/decisions when required or necessary? Does the Manager accept full responsibility and accountability for decisions and actions of subordinates?	1 2 3
<u>Written Communication</u> : How effective are the Manager's letters, memoranda and other forms of written information?	1 2 3
<u>Response to Council</u> : Does the Manager respond in a positive way to suggestions and guidance from Council members? Is the Manager attentive to the Council member's attitudes, feelings, and needs?	1 2 3
<u>Execution of Policy</u> : Does the Manager understand Municipal/State laws and Town ordinances? Does he cause them to be realistically enforced? Does his attitude reflect a devotion to and respect for applicable laws and policies? Does he make recommendations to the Town Council for needed changes in the ordinances and policies in a timely fashion?	1 2 3
<u>Personnel</u> : Has the Manager retained excellent individuals? Is he informed and concerned about employees' benefits? Is he available to resolve employee complaints and grievances before they become major problems for the Town?	1 2 3

INTERGOVERNMENTAL AND COMMUNITY RELATIONSHIPS:	
<u>Media Relations:</u> Is the Manager effective in dealings with the news media?	1 2 3
<u>Community Relations:</u> Does the Manager show a genuine interest in the community? Does the Manager work to communicate with and involve residents of the community? Does the Manager attempt to ensure that an attitude and feeling of helpfulness, courtesy, and sensitivity to the public exists in the organization?	1 2 3
<u>Community Perception:</u> What is the general attitude of the community to the Manager? Is the Manager regarded as a person of high integrity and ability? Is the Manager's public credibility an asset or liability to the Town?	1 2 3
<u>Involvement:</u> Is the Manager involved in community affairs such as service clubs, citizen organizations, and special events? Is the Manager seen as committed to the community?	1 2 3
<u>Intergovernmental Decisions:</u> Is the Manager able to facilitate effective decisions and productive outcomes in matters involving the Town and one or more other communities?	1 2 3
<u>State and Federal Relationships:</u> Does the Manager work effectively with State and Federal governments? Is the Town well represented and does the Town generally accomplish its' State and Federal objectives?	1 2 3
PERSONAL CHARACTERISTICS	
<u>Imagination:</u> Does the Manager show vision and originality in approaching problems? Does the Manager create effective solutions? Is the Manager able to visualize the implications of various alternatives?	1 2 3
<u>Objectivity:</u> Is the Manager unemotional and unbiased? Does the Manager take a rational and impersonal viewpoint based on facts and qualified opinions? Is the Manager able to divide personal feelings from those which would most effectively convey the Town's interest?	1 2 3
<u>Attitude:</u> Is the Manager enthusiastic? Cooperative? Willing to adapt? Does the Manager have an enthusiastic attitude toward the Town, both professionally and personally?	1 2 3
<u>Integrity:</u> Is the Manager honest and forthright in professional and personal capacities? Does the Manager have a reputation in the community for honesty and integrity?	1 2 3
<u>Productivity:</u> Can the Manager be depended upon for sustained and productive work? Does the Manager readily assume responsibility? Does the Manager meet time constraints within his control?	1 2 3
<u>Initiative and Risk Taking:</u> Is the Manager capable of initiative and willing to take risks in the development of recommendations, ideas, plans and policies for the betterment of the Town?	1 2 3
<u>Drive:</u> Is the Manager energetic and willing to spend the time necessary to do a good job? Does the Manager have good initiative and is the Manager a self-starter?	1 2 3
<u>Self-Assurance:</u> Is the Manager self-assured of his abilities? Is the Manager able to be honest with himself and take constructive criticism? Does the Manager take responsibility for his mistakes? Is the Manager confident enough to make decisions and take actions as may be required without undue supervision?	1 2 3

COMPOSITE PERFORMANCE RATINGS (1 TO 3)

Organizational Management _____

Intergovernmental and Community Relationships _____

Personal Characteristics _____

STRONG POINTS

1. _____

2. _____

3. _____

WEAK POINTS

1. _____

2. _____

3. _____

Suggestions and Specific Direction for Improvement (specific areas in need of strengthening):

Commendations: What accomplishments of the Town Manager have given you the greatest pride? (areas of performance calling for praise or commendation)

What realistic goals and objectives would you like to set for the Town Manager for the new year?

General Comments: